

Meeting Minutes

Project Name:	Chapel Hill Municipal Services Building	Location:	Chapel Hill, NC
Project No:	514-4864-00	Date:	02/05/2018
Issue Date:	02/13//2018	Time:	7:00 pm
Author:	Eric Schoenagel, AIA		

The purpose of the community workshop meeting is to engage the community of Chapel Hill and exchange information with the project design team. The agenda of this meeting was focused on sharing some of the preliminary site concepts with an emphasis on transportation, connectivity, and preliminary traffic impact analysis. The meeting was held in the Phillips Middle School cafeteria in Chapel Hill.

A. Convene

The meeting was called to order at 7:00p.m. Facilitator Andy Sachs reviewed the meeting agenda and objectives.

B. Design Team’s Update on Site Plan Concepts

Eric Schoenagel of Little Diversified Architecture Consulting presented multiple updated site layout designs and described how community comments have been incorporated into the concepts. A brief phasing diagram of the current concept was shown to the community to conclude the update.

C. Preliminary Traffic Analysis

Mary Jane Nirdlinger gave a summary of the Traffic Impact Analysis (TIA) study put together by the town’s transportation engineers. The summary provided a weekday vehicle trip generation summary as well as recommendations for improvements.

D. Break out Session

The design team prepared two stations with enlarged documents showing the new site plan concepts and a town map highlighting bicycle and pedestrian connectivity to the current Estes drive site. Community members were encouraged to engage the design team and town staff in comments, questions, or concerns related to multi-modal connectivity with the site design. The design team also printed example images of storm water control measures considered for the site concepts shown.

E. Next Steps

Aaron Frank reviewed next steps, including next community meeting dates of February 15 and March 1.

Community Comments:

Below is a summarized list of the attendees concerns and comments shared throughout the meeting. Items in italics indicate responses provided to the group.

1. How many total parking spaces are there planned for the entire site build out?
The total site buildout is anticipating around 600 parking spaces.
2. When will the Geotechnical soil borings be completed and when will the reports be available?
The Geotechnical Engineering Company has not yet been selected. Once selected, the Geotech firm will begin the subsurface exploration and its findings shared with the Town. Once available, the findings will be posted on the Town's website and shared with the Community. Selection of the Geotech is expected to be completed in the next couple of weeks.
3. Is there an easier way to access the surface parking directly from Estes Drive rather than the loop road?
Steep topographic grade change and short distances from Estes drive do not allow for direct connection from Estes Drive to the parking area.
4. Will the geotechnical soil borings report show any hazardous materials if encountered?
The reports provided by the Geotechnical Engineer will document the subsurface soil types, groundwater levels, and the presence of any foreign materials.
5. Are there any zoning related issues with the site?
There are no anticipated zoning issues with the site.
6. Attendees asked if the site is being re-zoned and if so what zone is it?
The site is currently Zoned OI-2 and is be rezoned to U-1.
7. Is the fire station shown in some of the site plans going to be a part of this site?
It is currently being studied by the town to determine if this site will include a fire station. Given the observations from residents about the difficulties fire trucks could have exiting the site onto Estes, Mary Jane Nirdlinger commented that she would pass on those concerns to town staff and Council as they consider whether a fire station should be placed at this site. The design team will continue to show the fire station until a final decision has been made.
8. Is there a plan to widen Estes drive with increased traffic from the site?
The preliminary findings from the Traffic Impact Study indicate that the project will generate approximately 1,000 daily trips. Based on the study, only a center turn lane on Estes Drive Extension adjacent to the site is recommended.
9. Multiple attendees were concerned with increased traffic flow along Estes drive and the impact this might have on entering/exiting Estes drive from already difficult intersections.
This impacts from this project do not significantly impact the adjacent intersections. The preliminary findings from the Traffic Impact Study have indicated that improvements are recommended at NC 86 (MLK). Additional concerns regarding turning left onto Estes from Airport Drive will require further study/evaluation.
10. Will any of the radios used by the Police or Fire departments from this building produce any RF radiation that could be harmful to neighbors?
The design team does not anticipate problems from RF radiation.

11. A couple community members expressed interest in providing a pedestrian/bicycle connection from neighboring areas to the property and onto Estes drive through the site. A paved pathway was even discussed to connect a local street on the eastern property line through to the loop road shown in the site concepts. Other neighborhood residents did not see a need for a formal pathway, commenting that a natural path could connect to the loop road. Several neighborhood residents did not want a walking trail inside the 100' provided buffer from the property line.

The design team is still exploring options for pedestrian or bicycle connections and will discuss with the Community at the next meeting.

12. Attendees encouraged the use of dense vegetation buffers along the perimeter of the site to help block light and noise pollution.

The project intends to include landscaped buffers that will limit automobile headlight and noise pollution. Additional information regarding proposed landscape buffers will be discussed at the next Community meeting.

13. An attendee endorsed the restriction within the Guiding Principles to allow development on 50% of the site. Additional quantitative standards are desired.

The Development Agreement will incorporate the agreed upon Guiding Principles through the use of specific standards that must be followed as the project is developed.

14. Attendees encouraged the use of pervious paving materials to reduce storm water control measures sizes and loads.

Opportunities for the use of pervious paving materials will be explored further once the subsurface exploration report has been completed by the Geotechnical Engineering firm.

15. Community members prefer structured parking solutions vs surface parking solutions.

Opportunities for structured parking continue to be evaluated by the Project Team. Cost considerations must be addressed in any evaluation of structured parking.

16. Neighborhood residents were surprised to see the two versions of a loop road, particularly an extended loop road that would be directly adjacent to some of the 100' buffer. Some agreed that the extended loop road to the west side of the site could allow safer access by emergency personnel during harsh weather conditions than the shorter loop road that would have an 8% grade but there were concerns expressed about the longer loop road and the proximity of the exit to Sewell Road. The design team will continue to explore the extended loop road as the site plan is finalized.

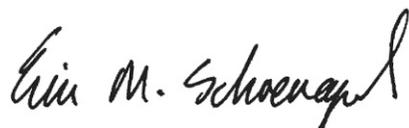
The design team will continue to explore the extended loop road as the site plan is finalized.

Meeting was adjourned at 8:50 pm

The above listed items constitute Little Diversified Architectural Consulting's understanding of the items discussed. Unless notified within five (5) business days, all items are considered to be correct and therefore become record of the proceedings of the meeting.

Respectfully Submitted By,

Little Diversified Architectural Consulting



Eric Schoenagel, AIA
Senior Project Manager